

**SEMHAC  
PEOPLE WHO CARE (PWC) COMMITTEE MEETING  
DETROIT HEALTH DEPARTMENT 7th Floor Chapel  
May 19, 2003 6 – 8pm**

**MINUTES**

**PRESENT**

Paula Sirls  
Calvin Scarber, Co-Chair  
Catherine Williams, Co-Chair  
Elizabeth Dawsey  
Curtis Crowell  
Felix Sirls  
Maxine Lee  
Richard Spalding  
Waymond Burks  
Reverend James Curry  
David Kinchloe  
Dannie Jones  
Milton Evans  
Greg Cherry  
James Wilkes  
Leon Smith  
Keith Meeks  
Milton Evans  
James Jenkins  
Jonsea Nelson  
Eddie Hollis

**SEMHAC/HIV/AIDS STAFF**

Brenda Shelton, HOPWA  
Karla Handley, Sr. Program Consultant

**GUESTS**

Ada Mason  
Ronnie Bishop

Co-Chairs, Catherine Williams and Calvin Scarber called the regularly scheduled meeting of the PWC Committee of the Southeastern Michigan HIV/AIDS Council to order, at 6:05 PM in the 7<sup>th</sup> Floor Chapel at the Detroit Health Department. The minutes of the last meeting on 4/28, and today's Agenda were read and approved with minor corrections.

**Co-Chair's Report**

Calvin informed the committee that he attended a Nominations and By-Laws Committee meeting and found out that PWC has the option to create it's own Standard Operating Procedures as long as the SOPs are within the guidelines of the Council's Bylaws. They would need to have them completed before the next full council meeting on May 28, though, so he requested agreement from the membership to stay as late as necessary tonight to get the work done. Liz Dawsey, a member of the By-Laws Committee, stated that as long as the PWC completed their recommendations for changes in the By-Laws tonight, the SOPs could be written at a later time. The focus was, therefore, shifted to the task of working on bylaws amendments. The group agreed to stay later to complete this work.

**SEMHAC Committee Reports**

**Needs Assessment** - No Report

**Long Range Planning** - Keith Meeks, the Co-Chair, announced the special four-hour planning session on Wednesday, June 18. He also asked for assistance with Focus Groups that he is conducting with the recently incarcerated.

**By Laws** – Per Liz Dawsey, anyone who would like to have input into the process of amending the Bylaws should attend the next meeting on June 12.

**Media Marketing** – Anyone who has experience working on websites, and would like to volunteer their time, is needed to help get the Council's website up and running.

**Resource and Fiscal Development** – No report

**Evaluation** – No report

### **SEMHAC Staff Report**

Karla Handley explained the procedure and distributed a form to use for complaints about Cab drivers. The form is to be completed and returned to Kamau Akinyele, SEMHAC Staff member for follow up. Also, Cabs have been instructed not to make stops on the way to your destination, so please don't ask them. New food vendors are being evaluated. They must be licensed caterers, and approved by the health department. The vendor must be willing to provide services up front and wait for our fiduciary to pay them, usually in 2-4 weeks.

### **Outside Linkages**

**MHAC** – Felix Sirls reported that the PWA Task Force's work would continue, once other sources of funding have been found. Felix encouraged PWC members to participate in the State's Needs Assessment process. Scholarships will continue, but there must be documentation that recipients are involved and active. Forums (focus groups) will be held all over the state.

**MRC** – Felix said that this group oversees and assists Michigan Rehab Services with those covered by Disabilities Act. He pointed out that many agencies that are involved with PWD do not assist PWAs. This group also does lobbying. One example is the "Ticket to Work" legislation, which addresses how much stress people with HIV/AIDS who are on disability have to deal with.

### **Old Business**

It was decided by the committee that the Thursday morning fax would not be used to disseminate information about PWC, and the Council, because of the issues involved in doing it (who gets the info, who would shrink it down, etc.) Calvin asked how the committee would like to get information out to the Community. Liz Dawsey suggested that it should be "word of mouth". Felix stated that PWC used to attend support groups to talk about this committee and the Council. They need to get back to doing that. Calvin explained the Body-to-Body program to new members, and everyone was again asked to recruit alternates to bring up to speed to serve on committees. Calvin said that when alternates come, they need to be told what their responsibilities are. Council needs to be informed of who the alternates are. The PWC alternate may vote in the absence of a PWC member at a PWC meeting, but that alternate cannot necessarily vote at a Council meeting.

### **New Business**

A motion was made by Felix Sirls, seconded by Keith Meeks, to suspend cigarette breaks and conduct with meetings without a break, in order to finish earlier. Motion carried.

### **Discussion of Bylaws**

P. 12, Section 4: At Large Member – A motion was made by Liz Dawsey, seconded by Curtis Crowell that it be suggested to the Bylaws Committee that two At Large Members of the Council be PWC members, giving PWC at least 3 voting members of the Council. Motion Passed.

### **Liaison Between PWC and Council**

One of the At-Large positions is the one that Reverend Bagley previously held, that of Liaison between PWC and the Council. This person attends all Executive Committee meetings, and many of standing committee meetings, reporting back to PWC about how what is discussed at each meeting impacts members of this committee (PWC). Rondoe has expressed an interest in this role. The committee members were asked to think about whether or not anyone else would also like to be considered for the position, and to state that intention by the next meeting. Nominations from the floor were requested. Curtis Crowell nominated Reverend James Curry, and he declined. Felix moved that this issue be tabled. The motion passed.

### **Announcements**

Felix announced and distributed information about “Both Sides of the Same Coin” a conference that will be held on Monday and Tuesday June 23 and June 24. Scholarships are still available.

**Next Meeting is Monday June 30, 2003 in the 7<sup>th</sup> Floor Chapel from 6 – 8PM**

**Meeting Adjourned at 8:20**

**Minutes transcribed by Karla Hand ley \_\_\_\_\_ Date \_\_\_\_\_**

**Co-Chair’s signature \_\_\_\_\_ Date \_\_\_\_\_**